

# BIOSOLIDS EMS MANUAL

## ELEMENT 2.0

### BIOSOLIDS POLICY



REVISION	EFFECTIVE DATE	APPROVAL SIGNATURE
06	September 10, 2015	

#### **PURPOSE**

The purpose of Element 2.0, Biosolids Policy, is to establish the guiding principles of the Village Creek Water Reclamation Facility's environmental management system (EMS) for the biosolids program.

#### **SCOPE**

This policy applies to all of the City's biosolids management activities and acts as a benchmark for current and future biosolids management.

#### **KEY WORDS**

- Biosolids Policy
- Environmental Management System (EMS)

#### **PROCEDURE**

The City of Fort Worth has adopted the biosolids management policy shown below. This policy commits the City to follow the principles established by the National Biosolids Partnership's *Code of Good Practice*, also shown below. This policy is incorporated into the City's programs, procedures, and practices as they relate to biosolids management activities. The City communicates this policy to its employees, customers, contractors, and other stake holders through the public participation and communication methods discussed in Elements 6.0 and 9.0.

#### **City of Fort Worth Biosolids Policy**

The Fort Worth Biosolids Program is committed to protecting the environment as well as the health and safety of its workers and the general public. This shall be accomplished through the evaluation and implementation of innovative strategies that are feasible and cost effective and which also result in the production of high quality biosolids.

To have an effective biosolids program, the City and its Contractor are committed to:

- Beneficially reusing/recycling 100% of the Class AB biosolids produced at Village Creek Water Reclamation Facility
- Complying with all federal, state and local requirements
- Following the National Biosolids Partnership's *Code of Good Practice*
- Continuing to utilize the Biosolids Program's Environmental Management System to continually improve environmental performance, implement goals, and take preventative actions
- Building and maintaining positive relationships with the public and interested parties
- Researching and implementing technologies or processes that optimize systems

#### **NBP Code of Good Practice**

The *Code of Good Practice* (the Code) is a broad framework of goals and commitments to guide the production, management, transportation, storage, and use or disposal of biosolids. Those who embrace the Code and participate in the National Biosolids Partnership (NBP) commit to "do the right thing." Specifically, Code subscribers and NBP participants pledge to uphold the following principles of conduct:

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- **Compliance:** To commit to compliance with all applicable federal, state, and local requirements regarding production at the wastewater treatment facility, and management, transportation, storage, and use or disposal of biosolids away from the facility.
- **Product:** To provide biosolids that meet the applicable standards for their intended use or disposal.
- **Environmental Management System:** To develop an environmental management system for biosolids that includes a method of independent third-party verification to ensure effective ongoing biosolids operations.
- **Quality Monitoring:** To enhance the monitoring of biosolids production and management practices.
- **Quality Practices:** To require good housekeeping practices for biosolids production, processing, transport and storage and during final use or disposal operations.
- **Contingency and Emergency Response Plans:** To develop response plans for unanticipated events such as inclement weather, spills, and equipment malfunctions.
- **Sustainable Management Practices and Operations:** To enhance the environment by committing to sustainable, environmentally accepted biosolids management practices and operations through an environmental management system.
- **Preventive Maintenance:** To prepare and implement a plan for preventive maintenance for equipment used to manage biosolids and wastewater solids.
- **Continual Improvement:** To seek continual improvement in all aspects of biosolids management.
- **Communications:** To provide methods of effective communication with gatekeepers, stakeholders, and interested citizens regarding the key elements of each environmental management system, including information relative to system performance.

#### Review and Modification

- The Biosolids Policy is considered a Level 1 Document and as such may be reviewed every year during the EMS Management Meeting. In addition, the EMS Policy may be reviewed during internal audits, third-party interim audits and third-party verification audits.
- The EMS management team is responsible for reviewing and modifying Level 1 documents.
- The Director of the Water Department and the Assistant Water Director over the Water Reclamation and Reuse Division approve Level 1 documents. This management support is necessary to ensure the biosolids EMS program is properly and effectively implemented and maintained.
- When a new policy has been drafted and approved, it will be incorporated into Element 2.0 and a copy will be attached.

#### REFERENCES

- BMP Guidance Manual, (NBP): <http://www.weftec.org/Biosolids/page.aspx?id=7733>
- Code of Good Practice, (NBP): <http://www.weftec.org/Biosolids/page.aspx?id=7733>
- Manual of Good Practice for Biosolids, (NBP): <http://www.weftec.org/Biosolids/page.aspx?id=7733>

#### EMS Cross References:

- Element 3.0 Critical Control Points
- Element 4.0 Legal and Other Requirements
- Element 6.0 Public Participation in Planning
- Element 8.0 Training
- Element 9.0 Communication and Public Outreach
- Element 17.0 Periodic Management Review of Performance

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#### **ATTACHMENTS**

- Biosolids Policy

#### **REVISION HISTORY**

Revision #	Date	Revision Description
06	09/10/2015	Converted element to new format, added updated Biosolids Policy
05	08/05/2013	Updated references
04	11/16/2010	Update references
03	06/29/2007	Audit (YR1) 2006
02	11/29/2004	2004 Issue
01	10/01/2004	Approval Draft
SR	01/30/2004	Issued for Status Review

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Approved by:


  
Assistant Water Director


Water Department

Water Reclamation and Reuse Division

  
Water Director

Water Department

  
Date

  
Date